Lenovo K8 Plus

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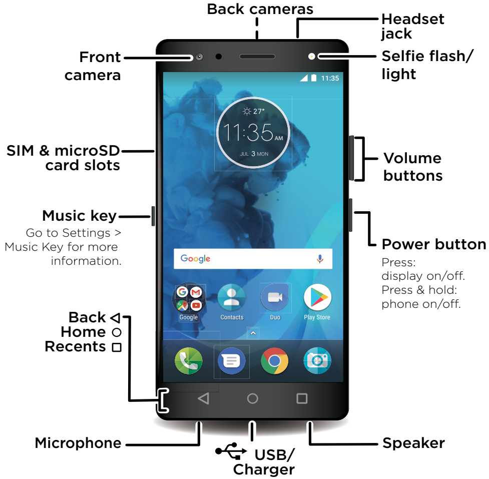
First look – Lenovo K8 Plus

Let's get started. We'll guide you through start-up and tell you a bit about your phone's features.

Note: software updates happen frequently, so your phone may look a little different.


Back cameras
Headset jack
Front camera
Selfie flash/ light
SIM & microSD card slots
Volume buttons
Music key
Go to Settings > Music Key for more information.
Power button
Press: display on/off.
Press & hold: phone on/off.
Back ◁
Home ○
Recents □
Microphone
USB/ Charger
Speaker

Tips & tricks

- **Start:** insert the SIM card or cards in your phone and charge up. Then power on and follow the screen prompts to set up your phone. See **"Start: Lenovo K8 Plus"**.
- **Top topics:** just want a quick list of what your phone can do? See **"Hot topics"**.
- **Help:** all your questions about your new phone answered right on your phone. Swipe up ^ > **Lenovo Help**. Want even more? See **"Get help & more"**.

Note: certain apps and features may not be available in all countries.

Caution: before using your phone, please read the Legal information by swiping up ^ > **Settings** > **Legal information**.

At a glance
  First look – Lenovo K8 Plus
  Hot topics

Hot topics

See what your phone can do.

Topic	**Location**
Find these fast: Wi-Fi, aeroplane mode, torch and more.	See **“Quick settings”**.
Pinch, zoom, swipe and more.	See **“Controls and gestures”**.
Choose new wallpaper, add widgets and more.	See **“Redecorate your Home screen”**.
Find the right settings to get the perfect shot.	See **“Take photos”**.
Access the Internet.	See **“Browse”**.
Browse, shop and download apps.	See **“Download apps”**.
Keep your info safe. Set up your password and more.	See **“Protect”**.
Never get lost again.	See **“Locate & navigate”**.
Save data charges. Use Wi-Fi.	See **“Wi-Fi networks”**.
Stuck? Confused?	See **“Get help & more”**.

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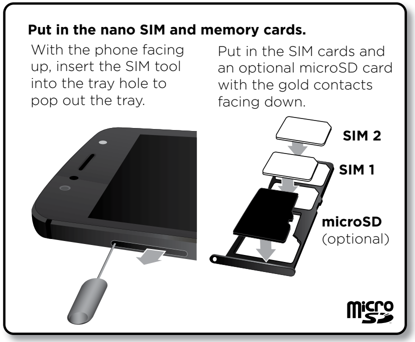
Start: Lenovo K8 Plus

Start: Lenovo K8 Plus
  Put in the SIM cards
  Charge up & power on

Put in the SIM cards

Your phone supports using two SIM cards.

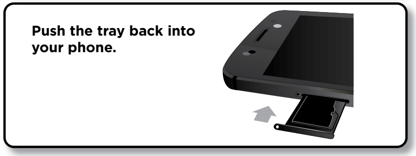
Caution: make sure you use the correct sized SIM cards and don't cut the SIM cards.



Put in the nano SIM and memory cards.

With the phone facing up, insert the SIM tool into the tray hole to pop out the tray.

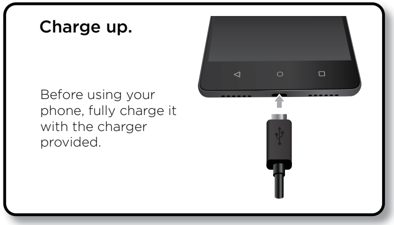
Put in the SIM cards and an optional microSD card with the gold contacts facing down.



Push the tray back into your phone.

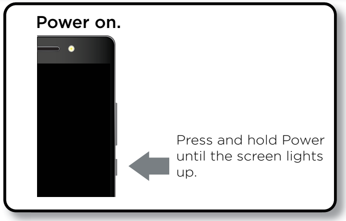
Charge up & power on

Charge your phone fully and turn the power on. Then select your language and follow the screen prompts to get started.



Charge up.

Before using your phone, fully charge it with the charger provided.



Power on.

Press and hold Power until the screen lights up.

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Start
  Sign in
  Battery life

Sign in

After you power on, just follow the screen prompts to get started.

If you use Gmail™, you already have a Google™ account – if not, you can create an account during setup. Signing in to your Google account lets you access, sync and back up your stuff. See your Google apps, contacts, calendar, photos and more.

Tips and tricks

- **Wi-Fi network:** for faster Internet access or to conserve mobile data use, swipe the status bar down with two fingers, then tap ⚙ > **Wi-Fi**. There's more in **"Wi-Fi networks"**.
- **Accounts:** to add, edit or delete accounts, swipe up ^ > ⚙ **Settings** > **Accounts**. To set up email accounts, see **"Email"**.

  For help with your Google account, visit www.google.com/accounts.

Note: this phone supports apps and services that may use a lot of data, so make sure your data plan meets your needs. Contact your service provider for details.

Battery life

Your phone processes tons of information. Depending on what you use, that can take a lot of power.

When your phone is stationary, not charging or not in use for a period of time, unnecessary background processes are shut down to optimise battery life.

To see what's using up battery power, swipe up ^ > ⚙ **Settings** > **Battery**.

To help improve battery life, swipe up ^ > ⚙ **Settings** > **Battery** > **Battery saver**, and turn it on.

Tip: to quickly open **Settings**, swipe down on the status bar with two fingers and tap ⚙.

Tips and tricks

To save even more battery life between charges, you could reduce:

- Bluetooth® use: swipe up ^ > ⚙ **Settings** > **Bluetooth** and turn it off when you don't need it.
- GPS use: swipe up ^ > ⚙ **Settings** > **Location** > **Mode** > **Battery saving** to turn off GPS tracking.
- Display brightness: swipe up ^ > ⚙ **Settings** > **Display** > **Brightness level** and drag the brightness slider left.
- Display timeout delay: swipe up ^ > ⚙ **Settings** > **Display** > **Sleep** > *(shorter setting)*.

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Start
  Sign in
  Battery life

- Activity of seldom used apps: swipe up ^ > ⚙ **Settings** > **Battery**, then tap Menu ⋮ > **Battery optimisation** > **All apps**. Tap the app you want to adjust, then tap **Optimise**.
- Widgets that stream information to your Home screen, such as news or weather.
- Unused online accounts that you registered: swipe up ^ > ⚙ **Settings** > **Accounts**. Tap the account you want to remove. Tap it again, then tap Menu ⋮ > **Remove account**.
- Recording or watching videos, listening to music or taking pictures.

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Home screen & apps

you have quick access

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  Take care of your apps
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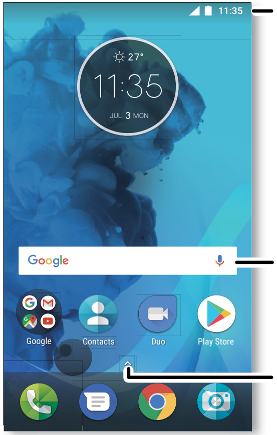
Quick start: Home screen & apps

The Home screen is what you see when you turn on your phone. From here you can explore apps and more.

Note: software updates happen frequently, so your screen may look a little different.



Swipe down with one finger for notifications or with two fingers for profiles and settings.

Search by typing or say "OK, Google".

Swipe up ∧ to see all your apps.

Tips and tricks

- **Open app list:** swipe up ∧, then swipe up to scroll through apps.
- **Return:** to return to the Home screen from any location, tap Home ○.
- **Pages:** to add a page, drag an app to the right side of the screen until you see a white bar. You can add multiple pages. To see other pages of shortcuts and widgets (if available), swipe the Home screen left.
- **Settings:** to quickly open common settings, swipe the status bar down with two fingers. To open more settings, tap ⚙.
- **Shortcuts:** swipe up ∧, touch and hold an app, then drag it to one of your Home screen pages. To see all your apps, swipe up ∧.
- **Apps:** to remove an app from a Home screen page, touch and hold the app, then drag it to ✕ **Remove**. (The app isn't removed from your phone, just the Home screen.)

  To uninstall apps from your Home screen, touch and hold the app, then drag it to Uninstall. (You can't uninstall some apps. See **"Take care of your apps"**.)
- **Customisation:** for more about changing your Home screen, see **"Redecorate your Home screen"**.

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Help & more

Watch a tutorial. Read a how-to. Find out anything about your phone.

Find it: Swipe up ^ > **Lenovo Help**

Search

In the middle of the Home screen, tap the Google Search box for a text search or tap 🎤 to search by voice.

When you type, suggestions appear below the search field:

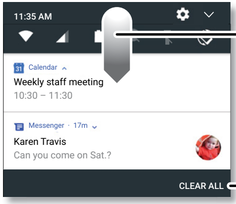
- To search for a suggestion, tap it.
- To search for text in the search field, tap 🔍 on the keyboard.

  Tip: to close the keyboard, tap ◁.

Status & notifications

At the top of the screen, icons on the left notify you about new messages or events. If you don't know what an icon means, swipe the status bar down for details.

Tip: getting too many notifications? Touch and hold a notification to see which app is sending them to you. Then you can turn them off.



11:35 AM

Calendar

Weekly staff meeting

10:30 – 11:30

Messenger · 17m

Karen Travis

Can you come on Sat.?

Swipe down to see your notifications.

Tip: to remove a notification, swipe left or right.

Tap to clear your notifications.

Tip: to quickly change common settings, swipe the status bar down with two fingers. For more, see **"Quick settings"**.

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- **Download apps**
- **Take care of your apps**
- **Update your phone**

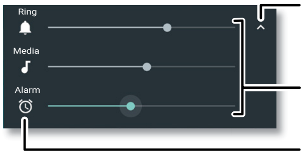
Icons at the top right of the screen tell you about phone status:

Status Icons	
Network strength	Do not disturb
Wi-Fi in range/ connected	Portrait/Auto-rotate
Bluetooth on/connected	Data saver
✈ Aeroplane mode	Battery charging/full

Note: apps you download from Google Play™ might show other icons in the status bar to alert you to specific events.

Volume & interruptions

Press the side volume buttons up or down to select a ringer volume from high to vibrate 📳.



Tap to show all volume controls. Tap again to show only the ringtone volume.

Set the ringtone, media or alarm volume.

Tap an icon to mute or set to vibrate.

Do not disturb

To turn off some or all sounds, swipe the status bar down with two fingers and tap **Do not disturb**. Select one of these options:

- **Total silence:** turn off all sounds and alarms. Override sound settings from other apps. Set how long to stay in this mode, or choose indefinitely.
- **Alarms only:** set how long you want to only hear alarms, or choose indefinitely. Tap **MORE SETTINGS** to customise which other interruptions to receive.
- **Priority only:** set how long you want to only hear priority interruptions, or choose indefinitely. Tap **MORE SETTINGS** to customise which interruptions to receive.

Tip: to create an exception for repeat callers that allows a call from the same person within a 15 minute period, tap **MORE SETTINGS** > **Priority only allows** > **Repeat callers**.

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Download apps

Google Play™

Get music, movies, books, apps, games and more.

Find it: **Play Store**

- **Search:** use the search bar to search for apps.
- **Download:** to download an app, tap it to see details, then tap **INSTALL** or the **BUY** button.
- **Share:** to share an app you found on Google Play, tap it to see details and then tap .
- **Reinstall:** to show or reinstall apps you downloaded from Google Play, tap ☰ > **My apps & games**.
- **Use a computer:** to find and manage apps from any computer, go to http://play.google.com using your Google account and password.

  There, you can browse apps on the big screen, manage your apps across devices (such as a phone and tablet) and even set new apps to download to your devices.
- **Enjoy music, movies and more:** you can also use Google Play to download music, movies, TV programmes and more. See **"Play Music"** and **"Play Movies & TV"** apps.
- **Get help:** to get help and more, tap ☰.

Apps from the web

You can get apps from other online app stores using your browser.

Tip: choose your apps and updates carefully, as some may impact your phone's performance – see **"Choose carefully"**.

Note: when installing an app, make sure you read the alerts that tell you what information the app will access. If you don't want the app to access this information, cancel the installation.

To let your phone install apps that are not on Google Play, swipe up ^ > **Settings** > **Security**, then tap the **Unknown sources** switch to turn it on.

For information about downloading files from your browser, see **"Downloads"**.

Choose carefully

Here are a few tips:

- To help prevent spyware, phishing or viruses, use apps from trusted sites, such as Google Play.
- In Google Play, check the app's ratings and comments before installing.
- If you doubt the safety of an app, don't install it.
- Apps use up memory, data, battery and processing power – some more than others. If you're not happy with how much memory, data, battery or processing power an app is using, uninstall it.

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- Monitor children's access to apps to help prevent exposure to inappropriate content.
- Certain apps may not provide completely accurate information. Take care, especially when it comes to personal health.

Set app permissions

You will only be asked for permissions when you use a feature in an app, instead of immediately when you install the app.

To modify the app permissions settings, swipe up ^ > ⚙ **Settings** > **Apps**, then select the app and tap **Permissions**.

To modify the app permissions by app type (such as Calendar or Camera) at any time, swipe up ^ > ⚙ **Settings** > **Apps**, then tap ⚙ > **App permissions**.

Take care of your apps

Find it: swipe up ^, then swipe up to scroll through apps

To close the apps screen, tap Home ○ or Back ◁.

- **Uninstall apps:** to remove an app from a Home screen page, touch and hold the app, then drag it to **Remove**. The app isn't removed from your phone, just the Home screen.

  To remove an app from your phone, touch and hold the app, then drag it to **Uninstall**.

  To disable an app or force it to stop running, swipe up ^ > ⚙ **Settings** > **Apps**.

  DISABLE removes the app from your menu – to enable it, reopen this window and tap **ENABLE** (tap **Disabled** to get quicker access to the disabled apps list first).

  If an app locks up your phone as soon as you turn it on, restart in Safe Mode: press and hold the Power button. When you see the **Power off** option, press and hold it to select the **Reboot to safe mode** option. Your phone restarts with **Safe mode** in the lower left. Then, try removing the app.
- **Reinstall apps:** to reinstall apps from Google Play, swipe up ^ > ▶ **Play Store**, then tap ≡ > **My Apps & games**. The apps you downloaded are listed and available for download.
- **See app data usage:** to show which apps are using the most data, swipe up ^ > ⚙ **Settings** > **Data usage**. For more, see **"Data usage"**.

Update your phone

Use your phone to check, download and install phone software updates.

If your phone notifies you about an update, follow the instructions to download and install it.

To manually check for updates, swipe up ^ > ⚙ **Settings** > **About phone** > **System updates**.

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Your phone downloads updates over your Wi-Fi connection (if available) or mobile network. We recommend that you download updates over a Wi-Fi connection. Remember, these updates can be quite large (25 MB or more) and may not be available in all countries.

Note: when updating your phone, make sure you have enough battery power to complete the update.

Control & customise

how it acts & looks

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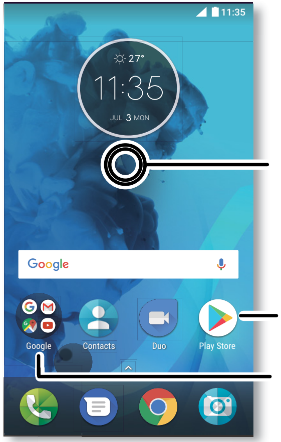
Quick start: control & customise

Take control of your phone.

- **Touch, press and speak:** learn phone gestures and commands. See **"Controls and gestures"**.
- **Customise your Home screen:** to put widgets such as a clock, interactive calendar and more on your Home screen, see **"Redecorate your Home screen"**.



Touch and hold an empty spot to change widgets, wallpaper and more.

Tap a shortcut to open. Touch and hold to move or delete.

Drag shortcuts on top of each other to make a folder.

Tips and tricks

- **Speak:** tap 🎤 in a search window or 🎤 on a keyboard.
- **Add a Home screen page:** drag an app icon to the right side of the Home screen until a new page appears. You can add multiple pages.
- **Quick settings:** to change **Wi-Fi**, **Bluetooth**, **Aeroplane mode** and other settings, swipe the status bar down with two fingers. For even more settings, tap ⚙.
- **Can't find a setting?** Swipe up ^ > ⚙ **Settings** > 🔍.

Controls and gestures

Touch

Find your way around:

- **Tap:** choose an icon or option.
- **Touch and hold:** see more options.
- **Drag:** move items on the Home screen.
- **Swipe:** scroll through lists or between screens.
- **Pinch or double tap:** zoom in and out on websites, photos and maps.
- **Twist:** twist a map with two fingers to rotate it, and pull two fingers down to tilt it.
- **Back:** tap Back ◁ to go to the previous screen.
- **Home:** tap Home ○ to return to the Home screen.

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- **Recents:** tap Recents □ to see your recent apps (or browser tabs) and tap an app to reopen it. Double tap to quickly switch between your recent apps.

  To remove an app from the recent list, swipe it left, right or tap ✕. To scroll the list, swipe up or down.

  Tip: you don't need to remove apps from Overview for your phone to run efficiently.
- **Split screen:** from the recent apps list, touch and hold an app and then drag it to the top of the screen to view two apps at once. Not all apps will work in split screen.
- **Menus:** when ⋮ or ≡ appears on a screen, you can tap it to open options for the current screen.
- **Close Keyboard:** to close a keyboard, tap ◁.

Press Power button

Your Power button helps in a few ways.

- **Power off:** press and hold the Power button, then tap **Power off**.
- **Sleep:** to conserve battery power, prevent accidental touches or to wipe smudges off your touchscreen, put the touchscreen to sleep by pressing the Power button.
- **Wake up:** press the Power button again.
- **Reboot:** to reboot your phone, press and hold the Power button until the screen goes dark and your phone restarts.

Tip: to add security to your phone, see **"Protect"**.

Press Volume buttons

Your volume buttons help in a few ways:

- **Ringer volume:** press the buttons when your phone is ringing to silence it.
- **Earpiece volume:** press the buttons during a call.
- **Music/video volume:** press the buttons during a song or video.

Tip: for more on volume control, see **"Volume & interruptions"**.

Press Music Key

Your Music Key helps in a few ways:

- **Music control:** want to play or pause a song? Want to play the next or previous song? See **"Music Key"**.
- **Customised features:** press and hold the Music Key to turn the torch on or off, open the back camera, capture your phone's screen or open an app. To customise the Music key, swipe up ^ > **Settings** > **Music Key**, then select an option.

Speak

Just tell your phone what you want.

Tip: speak naturally but clearly, as if using a speakerphone.

- **Dialling and commands:** say "OK Google" to control your phone by voice. See **"Download apps"**.

  To dial, say "Call" and then a contact name or phone number. Or, say a command such as "Send text", "Go to" an

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app or "Help" for voice command help.

Tip: if a contact has more than one number, you can say which number to call (for example, "Call Joe Black Mobile" or "Call Suzi Smith Work").

- **Search:** tap 🎤 on the Home screen to search by voice or say "OK Google" to speak your search.
- To change your voice input and text-to-speech settings, swipe up ^ > ⚙ **Settings** > **Languages & input**.
- **Text entry:** on a keyboard, tap 🎤, then speak your message or search text. You can also say punctuation.

Tip: To make your phone read out loud, see **"TalkBack"**.

On, off, lock & unlock

Your touchscreen is on when you need it and off when you don't. To turn the screen on, press the Power button.

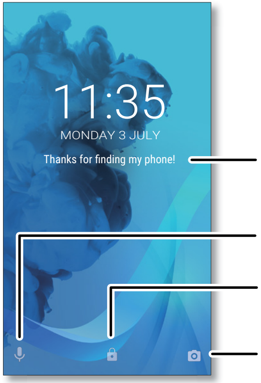
- **Screen off and on:** press the **Power** button to turn the screen off and on.
- **Screen lock:** to unlock the screen, touch 🔒 and drag up. To use a pattern, PIN or password to unlock your screen, swipe up ^ > ⚙ **Settings** > **Security** > **Screen lock** (see **"Screen lock"**).

  You can also use the fingerprint sensor on your phone. After you set it up, you'll see it on the lock screen instead of the regular lock. To find lock/unlock settings, swipe up ^ > ⚙ **Settings** > **Security** > **Fingerprint**.
- **Notifications:** double tap a notification in the lock screen to open it. You'll be prompted to enter your password.
- **Owner info:** to add a message to your lock screen, swipe up ^ > ⚙ **Settings** > **Security**, tap ⚙ > **Lock screen message**.

  Tip: don't put your mobile number as your contact info unless you can access your voicemail from another device.
- **Screen timeout:** to change your timeout (screen locks automatically), swipe up ^ > ⚙ **Settings** > **Display** > **Sleep**.

Customise sounds & appearance

Customise your phone's sounds and display settings:



Add a lock screen message for anyone who finds your phone.

Drag up for voice assist.

Drag up to unlock your screen.

Drag up to open the camera.

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- **Ringtone and notifications:** swipe up ^ > ⚙ **Settings** > **Sound**.
- **Vibrate or silent:** to make your phone vibrate, turn on **Also vibrate for calls**. To turn off ringtones for incoming calls, swipe up ^ > ⚙ **Settings** > **Sound** > **Phone ringtone** > **None**.
- **Ringtone for a contact:** to set a personal ringtone for a contact, swipe up ^ > 👤 **Contacts**, tap the contact, then tap ✎ > Menu ⋮ > **Set ringtone**.
- **Display settings:** to change brightness, animation and other display settings, swipe up ^ > ⚙ **Settings** > **Display**.
- **Rotate:** in many apps, the touchscreen switches from portrait to landscape when you rotate your phone. To turn this on or off, swipe the status bar down with two fingers and tap **Auto-rotate** or **Portrait**.
- **Language and region:** to set your menu language and region, swipe up ^ > ⚙ **Settings** > **Languages & input** > **Languages**.

Redecorate your Home screen

For quick access to your favourite things, customise your Home screen the way you want.

- **Change wallpaper:** touch and hold an empty spot on the Home screen, then tap **WALLPAPER**.
- **Add a Home screen page:** drag an app to the right side of the Home screen until a new page appears. You can add multiple pages.
- **Add shortcuts:** swipe up ^, touch and hold an app, then drag it to one of your Home screen pages. To see all your apps, swipe up ^ > ⚙ **Settings** > **Apps**.
- **Create shortcut folders:** drag one shortcut onto another. Add more shortcuts by dragging them onto the first shortcut. To name the folder, tap it and enter a name below the apps.
- **Add widgets:** touch and hold an empty spot on the Home screen, tap **WIDGETS**, touch and hold a widget, then drag it to your Home screen.
- **Resize widgets:** you can resize some widgets – touch and hold a widget until you feel a vibration, then release. Drag the white circles at the edges to resize.
- **Move or delete widgets & shortcuts:** touch and hold a widget or shortcut until you feel a vibration (or see the icon expand if vibrate is turned off). Then drag it to another spot, another page or ✕ **Remove**.

  Note: removing a shortcut from your Home screen doesn't uninstall the app from your phone.

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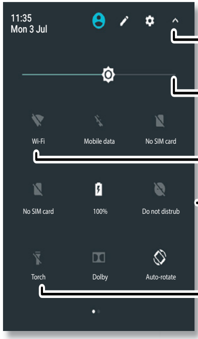
Quick settings

For quick access to **Wi-Fi**, **Bluetooth**, **Aeroplane mode**, brightness and other settings, swipe the status bar or lock screen down with two fingers. For even more settings, tap ⚙.

Note: your quick settings may look a little different.

Tap ✎ at the top of the screen to rearrange your settings and add or remove settings.


11:35
Mon 3 Jul
Wi-Fi
Mobile data
No SIM card
No SIM card
100%
Do not distrub
Torch
Dolby
Auto-rotate

See all phone settings.

Set screen brightness.

Turn Wi-Fi on/off.

Tap an icon to turn it on/off.

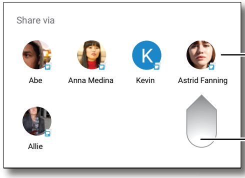
Use the torch.

Tip: you can press and hold the Music Key to turn the torch on or off. To enable this feature, swipe up ^ > ⚙ **Settings** > **Music Key**, then select **Torch**.

Direct Share

In some apps, you can share something directly to a contact or conversation.

When you select the share option within an app, a list of contacts with app icons will pop up. Then select the contact and send.


Share via
Abe
Anna Medina
K
Kevin
Astrid Fanning
Allie

Tap a contact to share information.

Swipe up to see all share options.

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Accessibility
  Quick start: accessibility
  Voice recognition
  TalkBack
  Braille
  Accessibility shortcut
  Caller ID
  Volume & vibrate
  Zoom
  Display brightness
  Touchscreen & keys
  Messages

Menu
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Quick start: accessibility

See, hear, speak, feel and use. Accessibility features are there for everyone, helping to make things easier.

Find it: swipe up ^ > ⚙ **Settings** > **Accessibility**

Voice recognition

Just tell your phone what you'd like to do – dial, browse, search, send a text and more. Tap 🎤 on the Home screen for voice search.

TalkBack

Use TalkBack to read your screen out loud – your navigation, your selections, even your books.

To turn on TalkBack, swipe up ^ > ⚙ **Settings** > **Accessibility** > **TalkBack**, then tap the switch to turn it on.

Note: you might need to download text-to-speech software (data charges may apply).

- **Tap** something on the screen to hear a description or text readout.
- **Double tap** anywhere on the screen to open or activate the last touched item.
- **Swipe** using two fingers to scroll through lists or between screens.

Tip: navigate through your apps and menus to hear how voice readouts work on your phone.

To turn off TalkBack, swipe up ^ > ⚙ **Settings** > **Accessibility** > **TalkBack**, then tap the switch to turn it off.

Braille

Combine your Braille display with TalkBack for braille and speech feedback.

1. Download the BrailleBack™ app on Google Play (swipe up ^ > ▶ **Play Store**) and install it on your phone.
2. Swipe up ^ > ⚙ **Settings** > **Accessibility** > **BrailleBack**.
3. Turn on your Braille display and put it in Bluetooth pairing mode.
4. On your phone, swipe up ^ > ⚙ **Settings** > **Bluetooth**, then tap the switch at the top to turn it on and scan.
5. Tap the name of your Braille display to pair it with the phone.

Accessibility shortcut

Use simple gestures to quickly activate TalkBack and other accessibility features on your phone. For more information, swipe up ^ > ⚙ **Settings** > **Accessibility** > **Accessibility shortcut**.

Caller ID

When you want to hear who's calling:

Ringtones: assign a unique ringtone to a contact. Swipe up ^ > 👤 **Contacts**, tap the contact, tap ✎, then tap Menu ⋮ > **Set ringtone**.

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Volume & vibrate

Find it: swipe up ^ > ⚙ **Settings** > **Sound**

- Drag the volume sliders to set volume levels for your music or videos, alarms and ringtones/notifications.
- To make your phone vibrate for incoming calls (even when the ringer is silent), tap **Also vibrate for calls**.

Tip: for more on volume control, see **"Volume & interruptions"**

Zoom

Get a closer look.

- **Pinch to zoom:** pinch to zoom on maps, web pages and photos. To zoom in, tap the screen with two fingers and then drag them apart. To zoom out, drag your fingers together.

  Tip: to zoom in, you can also double tap.
- **Screen magnification:** triple tap the screen for full screen magnification or triple tap and hold to temporarily magnify. Swipe up ^ > ⚙ **Settings** > **Accessibility** > **Magnification gestures**.
- **Big text:** show bigger text throughout your phone. Swipe up ^ > ⚙ **Settings** > **Accessibility** > **Display size**.

  Tip: you can also swipe up ^ > ⚙ **Settings** > **Display** > **Font size** > **Large** or **Largest**.
- **Browser:** choose text scaling and other accessibility settings for your browser. Swipe up ^ > ● **Chrome** > Menu ⋮ > **Settings** > **Accessibility**.

  Tip: select **Force enable zoom** to allow zooming on all web pages.

Display brightness

Your phone automatically adjusts the screen brightness when you're in bright or dark places. But you can set your own brightness level instead:

Swipe the status bar down with two fingers and drag the slider to set brightness level.

Note: setting brightness to a high level decreases your phone's battery life. To maximise battery life, swipe up ^ > ⚙ **Settings** > **Display** > **Adaptive brightness** to let your phone automatically adjust brightness for the available light.

Touchscreen & keys

To hear or feel when you tap the screen, swipe up ^ > ⚙ **Settings** > **Sound** > **Other sounds**:

- **Dial pad:** to hear a tone when you dial a number, select **Dial pad tones**.
- **Screen lock:** to hear a click when you lock or unlock the screen, select **Screen locking sounds**.
- **Touchscreen:** to hear a click when you tap something on the screen, select **Touch sounds**.
- **Keys:** to feel a vibration when you tap the keyboard, select **Vibrate on tap**.

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Messages

To make text entry even easier, use features such as auto-capitalisation, auto-correction and more. Swipe up ^ > ⚙ **Settings** > **Languages & input** > **Virtual keyboard** > **Gboard** > **Preferences** or **Text correction**. Of course if you don't want to type at all, then use your voice – tap 🎤 on the keyboard.

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Calls
  Quick start: calls
  Make calls
  Answer & end calls
  Recent calls
  3-way calls
  Your phone number
  Emergency calls

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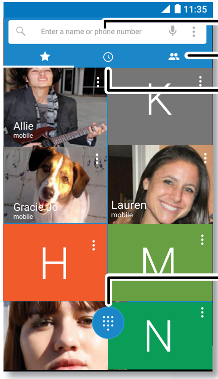
Quick start: calls

Dial contacts, speed dial numbers, recent calls or numbers, and search, all from one app.

Find it: **Phone**

- To call a contact or recent call, tap it.
- To open the dial pad, tap ⠿. Enter a number, then tap ☎ to call it.



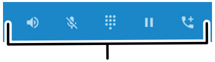
Search your contacts.

Tap to see all your contacts.

Tap to see recent calls.

Open dial pad to dial a number.

During a call:



- Speaker
- Mute
- Dial pad
- Hold
- Add caller

Tips and tricks

- **During a call:** your touchscreen goes dark to avoid accidental touches. To wake it up, move it away from your face or press the Power button.
- **Multi-task:** while you're on a call, tap Home ○ to hide the call screen and look up a phone number, address or open other apps. To reopen the call screen, swipe the status bar down and tap **Ongoing call**.
- **Contacts:** to search your contacts, tap 🔍.
- **Favourite contact:** have someone you call all the time? Touch and hold an empty spot on the Home screen, tap **WIDGETS**, then touch and hold the **Direct dial** widget. Drag it to your Home screen, then select the contact. Tap the widget to dial the person.
- **Voicemail:** ꝏ appears in the status bar when you have new voicemail. To hear it, tap **Phone** > ⠿, then touch and hold **1**.

Make calls

When you make a call, you have options:

- Tap **Phone** to see your recent calls, groups and frequently-called contacts. Select a contact or number to call it.
- To dial a number, tap ⠿, enter a number, then tap ☎ to call it.
- To enter the international dialling code (+), touch and hold **0**. To add a pause or wait after numbers, tap Menu ⋮.

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Answer & end calls

- **Answer a call:** when your phone is locked, touch ✆ and drag right to 📞.

  When the phone is unlocked, tap **ANSWER**.

  With call waiting on, touch ✆ and drag to 📞 to answer the new call, then tap 📞 **Hold and Answer Voice** or ☎ **Ignore**.
- **Ignore a call:** when your phone is locked, touch ✆ and drag left to ☎ to send the call to voicemail.

  When the phone is unlocked, tap **DISMISS**.

  You can also press the Power button to ignore the call or press a volume button to silence the ringer.
- **Respond with a text:** when your phone is locked, touch ✆ and drag up to ▤. Select a message to immediately send it.
- **End a call:** tap ☎.
- **During a call:** tap 🔇 **Mute** on the call screen to mute the call. To hide the call screen, tap Home ○. To reopen it, swipe the status bar down and tap **Ongoing call**.

  Note: when you hold your phone to your ear, the touchscreen goes dark to avoid accidental touches. When you move the phone away from your ear, the screen lights up again.

  Don't use covers or screen protectors (even clear ones) that cover the proximity sensor above the touchscreen.

Recent calls

View your calls (with newest first), and then call, text or store them:

Find it: 📞 **Phone** > 🕓

- To return a call, tap 📞 next to the caller's name or number.
- To send a text message, store the number or other options, tap the caller's picture.
- To remove an entry from the call log, tap the name or number, then tap **Call details** > 🗑.
- To clear the list, tap Menu ⋮ > **Call History**, then tap Menu ⋮ > **Clear call history**.

3-way calls

During a call, you can start another call, switch between them or join them in a 3-way call:

- To answer a second call, tap 📞 **Answer call and Hold current call** or ☎ **Ignore**.
- The first call goes on hold if you answer the second call. To switch between calls, tap **On hold**.
- To dial a second call, tap 📞+, enter a number, then tap 📞 to call it.

  The first call goes on hold when you tap 📞+. To join the calls after the second call answers, tap ⤊.

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Calls
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- **Answer & end calls**
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- **3-way calls**
- **Your phone number**
- **Emergency calls**

Your phone number

Find it: swipe up ^ > **Settings** > **About phone** > **Status** > **SIM status** > **My phone number**.

Emergency calls

Note: your service provider programs one or more emergency phone numbers that you can call under any circumstances, even when your phone is locked. Emergency numbers vary by country. Your pre-programmed emergency number(s) may not work in all locations and sometimes an emergency call cannot be placed due to network, environmental or interference issues.

1. Tap **Phone**.
2. Enter the emergency number.
3. Tap ☎ to call the emergency number.

Note: your phone can use location-based services (GPS and AGPS) to help the emergency services find you.

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Contacts

you can be a people person

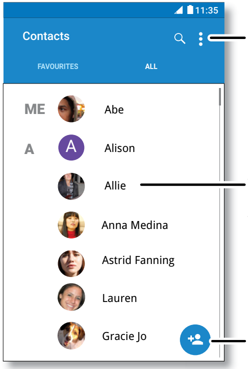
Contacts
- Quick start: contacts
- Create contacts
- Call, text or email contacts
- Favourites
- Edit, delete or hide contacts
- Get contacts
- Share contacts
- My details

Quick start: contacts

Combine information from your Google™ contacts and social networks for quick access to everyone you know.

Find it: swipe up ^ > **Contacts**

- **Create:** tap .
- **Edit or delete:** tap a contact, then tap ✎.
- **Call, text or email:** tap a contact, then tap an option.



Sort contacts, change settings, accounts and more.

Tap to view contact information, call, send a text message and more.

Add a contact.

Tips and tricks

- **Search contacts:** in the **Contacts** list, tap 🔍.

  Tip: or, from the Home screen, tap the Google search box and enter a contact's name.
- **Share a contact:** tap a contact, then tap Menu ⋮ > **Share** to send it in a message or email, via a Bluetooth® connection, or save to Google Drive™.

  Tip: in some apps, such as Contacts, you can share directly with a contact. See **"Direct Share"**.
- **Shortcuts:** tap a contact, then tap Menu ⋮ > **Place on Home screen** to add a shortcut for the contact on your Home screen.
- **Synchronise:** on your phone, swipe up ^ > **Settings** > **Accounts**, choose your Google account, then tap your account name to sync it (if it has not been updated recently). You can also see these contacts at www.gmail.com.

Create contacts

Find it: swipe up ^ > **Contacts** >

Tap a text box to type the name and details. When you've finished, tap ✓ to save.

Note: to import contacts or change where they're stored, see **"Get contacts"**.

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  - **Favourites**
  - **Edit, delete or hide contacts**
  - **Get contacts**
  - **Share contacts**
  - **My details**

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Call, text or email contacts

Find it: swipe up ^ > **Contacts**

Tap a contact to see more options. Depending on the information you have for that person, you can call, text or send email. You can also use voice recognition (see **"Speak"**).

Favourites

Set your most-used contacts as favourites, so you can get to them faster.

- To set a favourite, swipe up ^ > **Contacts**, select a contact and tap ☆.
- To see your favourites, swipe up ^ > **Contacts** > **FAVOURITES**.

  Starred contacts also appear at the top of your **Speed dial** list in the **Phone** app.

Edit, delete or hide contacts

Find it: swipe up ^ > **Contacts**

- To edit a contact, tap it, then tap ✎. Tap a field to edit it. Tap 📷 choose the contact's picture or take a photo.
- To set a personal ringtone for the contact, tap it, tap ✎, then tap Menu ⋮ > **Set ringtone**.
- To delete the contact, tap it, then tap Menu ⋮ > **Delete**.

  Contacts from social networks will be hidden if you tap **Delete**. To view these contacts or delete them permanently, use the social network's app or website.
- To hide the contacts from an account in your **Contacts** list, tap Menu ⋮ > **Contacts to display**. Tap an account type to show it. Tap **Customise** to deselect accounts you always want to hide.

Get contacts

Get all your contacts in one place.

- To add your social networking contacts, swipe up ^ > **Settings** > **Accounts**, then tap **Add account**.

  Note: you'll need a social networking app first. To get apps, see **"Google Play™"**.
- To add your email contacts, see **"Email"**.

  Tip: if you add an **Exchange** account, you can send messages to your co-workers, even if you don't have them stored in your contacts.
- To import contacts from your SIM card (if it didn't happen automatically), swipe up ^ > **Contacts** > Menu ⋮ > **Import/export** > **import from SIM card**. Tap **OK** to confirm.
- To import contacts from your computer, upload the contacts to your Google account at http://contacts.google.com. On your phone, swipe up ^ > **Contacts** > Menu ⋮ > **Manage accounts** > Menu ⋮ > **Auto-sync data**. You can also see these contacts at http://mail.google.com.

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Share contacts

Send a contact in a message or email, via a Bluetooth connection or save to Google Drive™.

Find it: swipe up ^ > **Contacts**

To share a contact, tap it, then tap Menu ⋮ > **Share** and choose how you want to send it.

Note: you can't share your social network contacts.

My details

Find it: swipe up ^ > **Contacts**

To store your user profile, tap **Set up my profile** next to **ME** at the top of the contact list.

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Messages
  Quick start: messages
  Set your default messaging app
  Email
  Make video calls using Google Duo™

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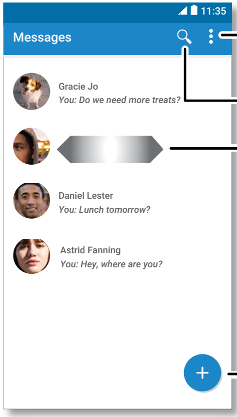
Quick start: messages

Stay in touch with messages and pictures.

Find it: **Messages**

- **Create:** tap +.
- **Attach:** when you're typing a message, tap + to attach a picture, audio or more.
- **Send:** tap ➤ to send the message.
- **Reply:** open a conversation, then enter your response in the text box at the bottom and tap ➤.



Gracie Jo
You: Do we need more treats?

Daniel Lester
You: Lunch tomorrow?

Astrid Fanning
You: Hey, where are you?

Change settings.

Search messages.

Swipe left or right to archive a message.

Write a new message.

Tips and tricks

- **Forward a message:** in a conversation, touch and hold a message for more options, such as forwarding it.
- **Delete:** to delete a whole thread of messages, touch and hold the thread, then tap 🗑 to delete.
- **Screen search:** to access information based on your current screen, touch and hold Home ○.
- **Save pictures:** touch and hold a picture then tap 💾 to save it. To see the picture, swipe up ^ > **Photos**.
- **Voice entry:** just tap a text box, then tap 🎤 on the keyboard.

  Tip: if you don't see 🎤 on the keyboard, swipe up ^ > **Settings** > **Languages & input** > **Virtual keyboard** > **Google voice typing** to activate voice entry.
- **Turn off notifications:** stuck in a busy conversation? You can turn off notifications. Tap the thread, then tap Menu ⋮ > **People & options** > **Notifications**.

Set your default messaging app

To set **Messages** as your default messaging app:

Find it: Swipe up ^ > **Settings** > **Apps** > **Messages**, then **Open by default**.

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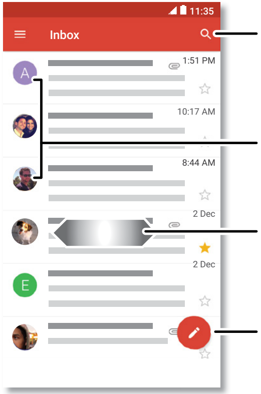
Email

Send and receive email from all of your personal accounts (even if they're not Gmail accounts). You can manage your accounts in Gmail and easily switch between them.

Find it: swipe up ^ > **Gmail**



Search email.

Touch and hold to choose multiple messages, then select an option at the top.

Swipe left or right to archive a message.

Compose a new email.

- **Add Gmail accounts:** the first time you turned on your phone, you probably set up or logged in to your Google account – that sets up the **Gmail** app for one account. To add more Google accounts, swipe up ^ > **Settings** > **Accounts**, then tap **+ Add account** > **Google**.

  Tip: in the **Gmail** app, tap ≡ > **Settings** > **Add account**.

- **Add email accounts:** the Gmail app manages all of your email accounts. To add other personal email accounts to the Gmail app, swipe up ^ > **Settings** > **Accounts** > **+ Add account**. For Microsoft® Exchange server work email accounts, tap **+ Add account** > **Exchange** and enter details from your IT administrator.
- **Change account settings:** to change the settings for a Gmail or email account, swipe up ^ > **Gmail** > ≡ > **Settings**, then tap the account name.
- **Delete accounts:** swipe up ^ > **Settings** > **Accounts** > **Google**, then tap the account name. Tap Menu ⋮ > **Remove account**.

Make video calls using Google Duo™

Sign in with your Google account to make and receive video calls.

Find it: swipe up ^ > **Duo**

- **Start a new video call:** tap 📹, then tap a name in your contacts to start the video call.
- **Preview incoming calls:** see live video of the caller before you answer. To turn this off for both the caller and receiver, tap ⋮ > **Settings** > **Knock Knock**.
- **Change settings:** tap ⋮ to change the vibration setting, block numbers and more.
- **Call anyone:** Duo works across platforms, allowing you to call friends with the Duo app on non-Android devices.

  Tip: when on a video call, your phone will automatically switch from mobile network to Wi-Fi, if available.

Type

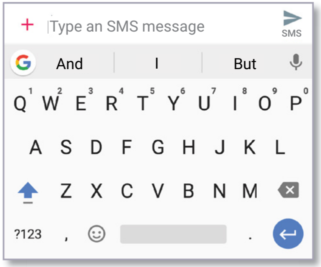
keyboard when you need it

Type
  Quick start: type
  Text entry settings & dictionary
  Cut, copy & paste

Quick start: type

When you tap a text box, such as in a message or search, you have keyboard options.

- **Type or gesture:** enter letters by touching them one at a time. Or, enter a word by tracing a path through the letters.
- **Close the keyboard:** tap ◁.



See a different keyboard? It varies by app. This one is for texting.

Tips and tricks

- **Move the cursor:** tap a spot in the text to place the cursor, then drag the arrow under the cursor to move it.
- **Symbols:** touch and hold a letter to enter the small number or symbol at the top of it.

  To enter several numbers or symbols, tap ?123.
- **Capital letters:** tap ⬆ or drag it to the letter you want to capitalise.
- **Special characters:** touch and hold a letter to choose from other special characters.
- **Word prediction:** while you're typing, word suggestions appear above the keyboard. Tap one to select it.
- **Voice entry:** tap 🎤 on the touchscreen keyboard, then say what you want to type. You can speak as long as you like, pause whenever you want and dictate punctuation.
- **Vibrate:** don't like the vibrating keys when you type? Swipe up ^ > ⚙ **Settings** > **Languages & input** > **Virtual keyboard** > **Gboard** > **Preferences**.

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Type
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Text entry settings & dictionary

Choose your keyboard style and edit the dictionary of words your phone suggests:

Find it: swipe up ^ > ⚙ **Settings** > **Languages & input**

- To choose your touchscreen keyboard, tap **Virtual keyboard** > + **Manage keyboards**. To allow voice entry from the keyboard, tap **Google voice typing**.
- To add or edit the words that your phone suggests and recognises, tap **Personal dictionary**.

Cut, copy & paste

Cut, copy and paste names, phone numbers, addresses, quotes or anything else in a text box.

1. To highlight a word, touch and hold it.

   To highlight more words, drag the selector at the edge of the highlight. Or to select everything, touch and hold a word and select ⋮ > **SELECT ALL**.
2. Tap **CUT** or **COPY**.

   Tip: tap **SHARE** to send the text to another app on your phone or to a contact.
3. Open the text box where you want to paste the text (even if it's in a different app).
4. Tap in the text box, then touch and hold to show the **PASTE** option. Tap **PASTE** to paste the text.

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  Calendar
  Corporate sync
  Office network
  Google Drive™
  Print

Clock

Find it: swipe up ^ > **Clock**

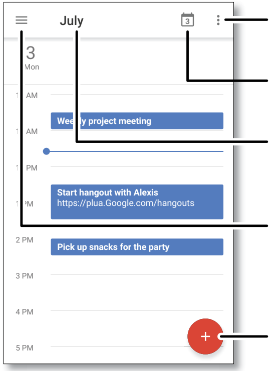
Options	
Alarm	Tap ⏰. Tap an alarm to edit it or tap + to add a new alarm. **Tip:** pressing the volume button up or down while you're setting an alarm sets the volume level for that alarm. When an alarm sounds, tap and drag to ⏰ to turn it off or drag to ᶻzz to snooze for ten minutes.
Clock	To change your alarm volume, snooze delay or other settings, tap Menu ⋮ > **Settings**. For other time zones, tap **Home time zone**.
Timer	For a timer, tap ⧗.
Stopwatch	For a stopwatch, tap ⏱.

Tip: to set your current date, time, time zone and formats, swipe up ^ > **Settings** > **Date & time**.

Calendar

See all your events, all in one place.

Find it: swipe up ^ > **Calendar**


July
3
Mon
AM
AM
PM
PM
2 PM
3 PM
4 PM
5 PM
Weekly project meeting
Start hangout with Alexis
https://plua.Google.com/hangouts
Pick up snacks for the party

Tap to refresh the Calendar screen.

Go to today's date.

Jump to a different day.

Change the calendar view, adjust settings, get help and more.

Tap to add a new event.

- **Change the view:** tap the month at the top to choose a date to view. Or tap ☰ to choose **Schedule**, **Day**, **3 Day**, **Week** or **Month**.
- **Go to today's date:** tap 📅 at the top.
- **Add events:** tap +, enter event details, then tap **SAVE**.

  Tip: alternatively, tap a time on the calendar to enter event details.

Organise
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- **Show, edit or delete events:** tap an event to open it, then tap edit ✎. Tap ⋮ > **Delete** to remove the event.
- **Show, hide or add calendars:** tap ☰ to show or hide calendars from your Google™ account. You can use a computer to add or remove calendars on your Google account at www.google.com/calendar.

Tip: add a **Calendar** widget to your Home screen. Touch and hold an empty spot on the Home screen, tap **WIDGETS**, then touch and hold the **Calendar** widget and drag it to your Home screen.

Corporate sync

If you use Microsoft® Office Outlook on your work computer, your phone can synchronise email, events and contacts with your Microsoft Exchange server.

- To add your **Corporate** account, see **"Email"**.
- To choose what to sync from your **Corporate** account, swipe up ^ > ⚙ **Settings** > **Accounts**, tap your account, then tick options such as **Calendar**, **Contacts** or **Gmail**.

Office network

To connect your office network with a virtual private network connection, see **"Virtual Private Networks (VPN)"**.

Google Drive™

Keep all your photos, videos, documents and more safely in one place – private unless you choose to share. Available on Google Drive from all your devices.

Find it: swipe up ^ > **Drive**

- To create a new file or folder, tap +.
- To open a file, tap it.
- To edit a document, tap anywhere in the text to begin typing.

Print

To print your photos, documents and more from your phone, check if your printer's manufacture has an app on Google Play. Then swipe up ^ > ⚙ **Settings** > **Printing** to get started.

You can also send your photos, docs and more to any Android device in your cloud or to Google Drive. Just download the Cloud Print app from Google.

Google Apps™
  Google Play™
  Google™

Google Play™

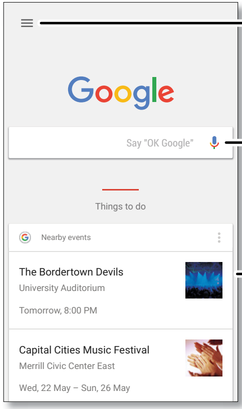
Google Play is a digital content experience from Google where you can find and enjoy your favourite music, films, TV programmes, books, magazines and Android apps and games.

- **Download apps:** swipe up ^ > ▶ **Play Store**.
- Find out more about **Google products**: see www.google.com/about/products.
- Log in or open a **Google account**: visit www.google.com/accounts.
- **Google help:** see www.google.com/support.
- Access all of your files **in the cloud**: check out **"Your cloud"**.

Google™

Get weather, traffic, public transport schedules, even the latest scores come automatically, appearing throughout the day just as you need them.

To get started, touch and hold Home ○, then follow the on-screen prompts.



The Bordertown Devils
University Auditorium
Tomorrow, 8:00 PM

Capital Cities Music Festival
Merrill Civic Center East
Wed, 22 May – Sun, 26 May

Set reminders, customise or change settings.

Tap 🎤 to perform a task or ask Google a question.

Stuff that's important to you shows up here.

Tip: to remove a card, swipe left or right.

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Play Movies & TV

movies & programmes, wherever you go

Play Movies & TV
  Play Movies & TV
  YouTube™

Play Movies & TV

Find and rent movies and TV programmes to watch on your phone, tablet or computer:

Find it: swipe up ^ > **Play Movies & TV**

To shop, rent or watch on a computer, go to www.google.com/play and choose "Movies & TV".

YouTube™

Watch videos from YouTube users everywhere – or log in to your account to share your own.

Find it: swipe up ^ > **YouTube**

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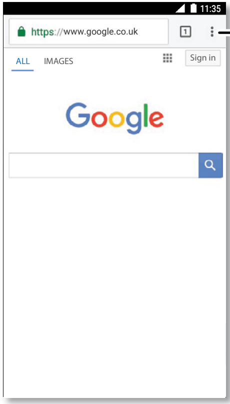
  Web connection
  Downloads
  Browser options
  Safe surfing & searching

Quick start: Chrome™

Find it: Chrome

- **Go to a web page:** tap the address bar at the top of a page and enter an address.
- **Add a bookmark:** open the address bar (drag down if you don't see it), then tap Menu ⋮ > ☆.
- **Open a bookmark:** open the address bar, then tap Menu ⋮ > **Bookmarks**.



See options.

Tips and tricks

- **Search:** on the Home screen, tap the Google search box and enter text to search.

  Note: if you can't connect, contact your service provider.
- **Mobile sites:** some websites automatically show you a 'mobile' version of their page – if you want to show the standard computer versions of all websites, tap Menu ⋮ > **Request desktop site**.
- **Reload:** if a page doesn't load correctly, tap Menu ⋮ > ↻.
- **Tabs:** to open a new tab, tap Menu ⋮ > **New tab**. If you have more than one browser page open, tap Recents ☐ to move from one to another.
- **Clear history:** in the browser, tap Menu ⋮ > **Settings** > **Privacy** > **Clear browsing data**. Then choose history, cache, cookies and other options.
- **Help:** for more about Google Chrome, tap Menu ⋮ > **Help & feedback** or visit www.supportgoogle.com/chrome.

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Web connection

To access the web, your phone uses your Wi-Fi network (or your mobile phone network if no Wi-Fi network is connected).

Note: your service provider may charge to surf the web or download data over your mobile phone network.

To connect to a Wi-Fi network, see **“Wi-Fi networks”**.

Downloads

Warning: apps downloaded from the web can be from unknown sources. To protect your phone and personal data from theft, download apps only on Google Play™.

To download a file, picture or webpage, swipe up ^ > **Chrome** and go to the website:

- **Files:** tap the download link. To show the file or app, swipe up ^ > **Downloads**.
- **Pictures:** touch and hold it, then tap **Download image**. To see the picture, swipe up ^ > **Photos** > **Download**.

To download apps or phone updates, see **“Download apps”** or **“Update your phone”**.

Browser options

To change your browser security settings, text size and other options, tap Menu ⋮ > **Settings**.

Safe surfing & searching

Keep track of what your browser and searches show:

- **Incognito:** to open a tab that won't appear in your browser or search history, swipe up ^ > **Chrome** > Menu ⋮ > **New Incognito tab**.
- **Clear history:** to clear your browser history and other saved information, swipe up ^ > **Chrome** > Menu ⋮ > **History** > **CLEAR BROWSING DATA**.
- **Auto complete:** your browser can automatically fill information such as names or addresses in web forms, if you have entered the same information before. If you don't want that, swipe up ^ > **Chrome** > Menu ⋮ > **Settings** > **Auto-fill and payments** > **Auto-fill forms**, then tap the switch to turn it off.
- **Pop-ups:** to stop pop-up windows from opening, swipe up ^ > **Chrome** > Menu ⋮ > **Settings** > **Site settings** > **Pop-ups**, then tap the switch to turn it off.

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Photos & videos
  Quick start: photos & videos
  Take photos
  Record videos
  Get the perfect shot
  Take depth-enabled photos
  Edit depth-enabled photos
  View, share & use photos & videos
  Capture your screen

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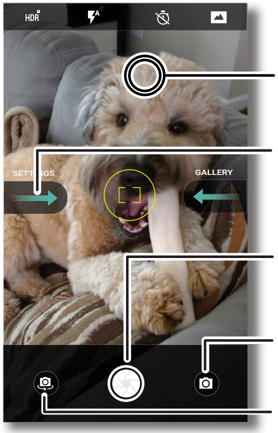
Quick start: photos & videos

Take crisp, clear photos with the rear or front camera.

- **Launch it:** tap **Camera.**
- **Take a photo:** tap to take a photo.
- **See it:** swipe left for your photo gallery (**Photos**).
- **Share it:** view a photo or video from your gallery, then tap Share .



Tap anywhere to change the focus.

Swipe right for camera settings and help information.

Tap to take a photo. Touch and hold to take multiple shots.

Switch to video camera or panorama mode.

Switch to front camera.

Tips and tricks

- **Take a selfie:** tap in the camera screen to switch to the front camera.
- **Record a video:** tap . Tap ● to start recording. Then tap ■ to stop recording.
- **Capture a still shot during a video:** tap on the screen while recording to save a photo.
- **View, share or delete:** to open your gallery, swipe the camera screen left. Pick a photo or video. Choose to share or Menu ⋮ for more options such as printing.
- **Change settings:** to open camera options, swipe the camera screen right.
- **Zoom:** drag two fingers apart. To zoom out, drag your fingers together.
- **Multi-shot:** touch and hold to take a burst of photos.
- **Panorama:** tap on the camera screen and select **Panorama** . Tap and use the on-screen guide to slowly pan your phone.
- **Edit:** tap the photo to select it, then tap .
- **Print:** want to print photos? See **"Print"**.

Photos & videos
  - **Quick start: photos & videos**
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Take photos

Find it: ◎ **Camera**

Tap ○ to take a photo.

Record videos

Find it: swipe up ^ > ◎ **Camera**, then tap ●.

Tap ● to start recording. Then tap ■ to stop recording.

Tip: to share a video, swipe the camera screen left to open your gallery, tap the video, then choose ⋖ to share.

Get the perfect shot

Point, tap and you're done. But when you want something a little different, play with these camera options.

These options are along the top of the camera or video screen:

Options	
HDR **HDR**	Turn on HDR (high dynamic range) effect for better pictures in challenging lighting situations, such as outdoors.
⚡ **Flash**	Set to **On**, **Off**, **Auto** or **Torch** (available for the front camera).
⏱ **Timer**	Set a timer to 3 or 10 seconds.
▣ **Camera modes**	Set to Normal or Depth enabled (blur your photo, change the background or mix colour with black and white with two cameras and a special photo editor).

To find these options, tap Menu ◎ in the camera screen:

Options	
◎ **Professional mode**	Control all camera settings manually.
● **Panorama**	Take a wide-angle shot. Use the on-screen guide to slowly pan while you are taking the photo.
● **Video**	Take a video.
○ **Photo**	Take a photo.

To find these options, swipe right on the camera screen:

Options	
Shutter sound	Turn the shutter sound on or off.
Storage	Choose a storage location for your photos and videos (**Phone** or **Memory card**).
Quick capture	Double tap the Power button to open the camera.
Save location	Turn on to tag photos with a location.
Photo size (rear)	Set the photo resolution for the rear camera.
Shutter type	Select the action you use to take a photo (**Tap anywhere** on the screen or tap the **Shutter button** ○).
Assistive grid	Overlay a grid to help align the subjects in your photos.
Video size	Set the video resolution.
Quick tutorial	Learn more about your camera.

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Take depth-enabled photos

Find it: **Camera** > **Camera modes** > **Depth enabled**

You can use the depth-enabled mode to add a blur effect, replace the background and make portions of your photo black and white while keeping the main subject in perfect focus.

Note: The depth-enabled mode is not available when using the front camera.

1. Tap **Camera modes** > **Depth enabled**.
2. Line up your subjects. The closest subject is prioritised automatically and the rest of scene is blurred.
3. Tap the screen to change the focal point.
4. Tap to take the photo and hold your camera steady.

Tip: For best results, subjects should be 2–6 feet away and not side by side. When photographing people, aim for the waist up. The camera will display a preview of what the image is like when you use the **Selective focus** feature. After taking the photo, use the Depth Editor to apply any of three effects.

Edit depth-enabled photos

To edit photos taken in the depth-enabled mode, use the Depth Editor.

Find it: depth-enabled photos show at the top of the thumbnail.

1. Tap a depth-enabled photo and tap Edit > **Depth Editor**.
2. Select a setting:
   - **Selective B&W:** subjects not selected are changed to black and white.
   - **Selective focus:** tap the screen to select a focal point, then slide the bar to see how much blur the rest of the photo shows.
   - **Replace background:** tap the screen to select the foreground subject you want to keep. Then select an image from any folder displayed at the bottom of the screen as the new background. Drag the subject to move into place and pinch to change size.
3. Tap **Save** to save a copy of the photo with your changes.

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View, share & use photos & videos

Find it: Swipe up ⌃ > **Photos**

- **Play, share or delete:** tap a thumbnail to open it, then tap < to share, 🗑 to delete or Menu ⋮ for more options.

  Tip: to select multiple files, open a folder, touch and hold a photo, then tap others. Or group photos in an album and share the whole album.

- **Zoom:** open a photo in your gallery, then double-tap or drag two fingers apart or together on the screen.

  Tip: turn your phone sideways for a landscape view.

- **Wallpaper or contact photo:** open a picture, then tap Menu ⋮ > **Use as** > **Wallpaper** or **Contact photo**.
- **Edit:** open a picture, then tap ✎.
- **Slideshow:** tap a picture, then tap Menu ⋮ > **Slideshow**. To stop the slideshow, tap the screen.

  Tip: to show the slideshow on a television or other device, see **"Quick start: connect & transfer"**.

Capture your screen

Share a screen capture of your favourite playlist, your new high score or a friend's contact information.

To capture your phone's screen, press and hold both the Power and the Volume Down buttons at the same time.

To see the screen capture, swipe up ⌃ > **Photos**, tap **Screenshots**.

Tip: see also **"Screen pinning"**.

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Play Music

when life needs a soundtrack

Play Music
  Quick start: music
  Music Key

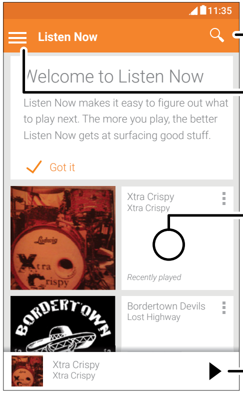
Quick start: music

Music everywhere – stream it, buy it, save it, play it. Listen and create playlists any time.

Find it: swipe up ^ > **Play Music**

To upload your music library to Google Play Music, from a computer, visit www.google.com/music.

Tap **Listen now** to see recommendations and more.



Welcome to Listen Now

Listen Now makes it easy to figure out what to play next. The more you play, the better Listen Now gets at surfacing good stuff.

Search for and download music.

Go to your music library or playlists.

Tap an album to see more info.

Tap to play the song, or swipe left or right to see others in your queue.

Tips and tricks

- **Control your music:** press the Music Key.
- **Volume:** press the volume buttons.
- **Hide the music player:** to use another app while your music plays, tap Home ○. To return to the music player, swipe the status bar down and tap the song title.
- **Home screen widget:** control music playback from the Home screen by adding the **Google Play Music** widget.
- **Playlists:** tap Menu ⋮ next to a song in your library to add it to a playlist or show more options. To edit, rename or delete a playlist, touch and hold its name in your library.
- **Download your music library for offline listening:** to listen offline, tap ≡, then tap **Downloaded only** to avoid using data to stream your music library.
- **During a flight:** aeroplane mode lets you listen to your offline music and disconnects all connections. Swipe down the status bar with two fingers and tap **Aeroplane mode** to turn it on.
- **File types:** your phone can play MP3, AAC, AAC+ and MIDI files.

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Play Music
  Quick start: music
  Music Key

Music Key

Open a music app and control music at any time, whether the screen is locked or unlocked.

Note: to find the Music key on your phone, see **"First look – Lenovo K8 Plus"**.

- **Play or pause a song:** press and hold the Music Key until a song starts or pauses.
- **Play next song:** press the Music Key twice to play the next song in your playlist.
- **Play previous song:** press the Music Key three times to play the previous song in your playlist.

Tip: to use features other than music control, see **"Press Music Key"**.

Locate & navigate

where you are, where you're going

Locate & navigate
  Quick start: locate & navigate

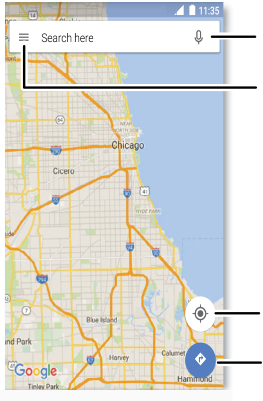
Quick start: locate & navigate

Find a nearby cafe, get directions or step-by-step GPS voice navigation using the Google Maps™ you know and trust.

Find it: swipe up ^ > **Maps**

Enter what you want to find in the search bar or tap 🎤 to search by voice.

Note: your map screen may look different.



Search by voice for an address or location.

See your places, settings, help and more.

See your current location.

Get directions and navigation instructions.

Tips and tricks

- **Find an address:** in the search field, enter an address or something you're looking for, such as "restaurant". The map moves to show the address or local suggestions. Tap the address info at the bottom for more details.
- **Get directions:** tap ◆, then enter a place or address.
- **Save an address:** tap the address info at the bottom of the screen and then tap **SAVE**.
- **Zoom:** drag two fingers apart to zoom in. Drag your fingers together to zoom out.
- **Turn and tilt:** rotate two fingers on the map to turn it, or drag up/down to tilt.
- **Share a location:** tap a location, then tap the address and tap Menu ⋮ > **Share**.
- **Identify address:** touch and hold a spot on the map to show the nearest address.
- **Get map help:** tap ≡ > **Help**.

Connect & transfer

wired up or wireless

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  Mobile network
  Aeroplane mode

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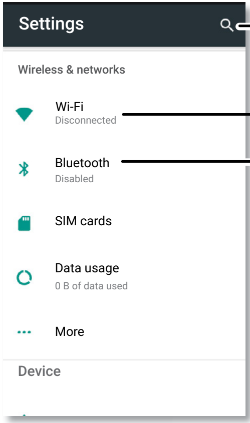
Quick start: connect & transfer

Connect accessories, computers, networks and more.

Find it: swipe up ^ > **Settings**



Can't find a setting? Search for it.

Change Wi-Fi settings.

Change Bluetooth settings.

Tips and tricks

- **Quick settings:** get to the most used settings quickly. Swipe the status bar down with two fingers. See **"Quick settings"**.
- **Bluetooth devices:** to connect a Bluetooth headset, keyboard or other device, tap **Bluetooth**.
- **Wi-Fi networks:** to connect, tap **Wi-Fi**.
- **Wi-Fi hotspot:** to make your phone a hotspot, check out **"Wi-Fi hotspot"**.
- **USB cable:** you can use your phone's micro USB port to exchange media and other files with a connected computer. To change the type of USB connection, check out **"USB cables"**.
- **Automatic connections:** when Bluetooth or Wi-Fi power is on, your phone automatically reconnects to available devices or networks it has used before.
- **Aeroplane mode:** need to shut down wireless connections quickly? Swipe the status bar down with two fingers and tap **Aeroplane mode** ✈.
- **Print:** want to print your photos, docs or other things? Check out **"Print"**.

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Bluetooth wireless

Turn Bluetooth power on/off

Find it: swipe up ^ > ⚙ **Settings** > **Bluetooth**, then tap the switch to turn it on

Note: swipe down the status bar with two fingers to quickly turn Bluetooth on or off.

Tip: to extend battery life or stop connections, turn Bluetooth off when you're not using it.

Connect devices

The **first time** you connect a Bluetooth device, follow these steps:

1. Make sure the device you are pairing with is in discoverable mode (for details, refer to the guide that came with the device).
2. Swipe up ^ > ⚙ **Settings** > **Bluetooth**.
3. Make sure the switch is on.
4. Tap a found device to connect it (if necessary, tap **PAIR** or enter a passkey such as **0000**).

   Tip: tap ⚙ to rename the device.

   When the device connects, the Bluetooth connected indicator ᛒ appears at the top of the screen.

To automatically **disconnect** or **reconnect** a device at any time (such as a wireless headset), just turn the device off or on.

Note: using a mobile device or accessory while driving may cause distraction and may be illegal. Always obey the law and drive safely.

Manage devices

To manually reconnect your phone with a paired device, tap the device name in the list.

To manually disconnect your phone from a paired device, tap the device name in the list, then tap **OK**.

To remove a paired device, tap ⚙ next to the device name, then tap **FORGET**.

To change the name your phone shows to other devices, swipe up ^ > ⚙ **Settings** > **Bluetooth**, turn Bluetooth power on, then tap Menu ⋮ > **Rename this device**. Enter a name and tap **RENAME**.

Let devices find your phone

To let a Bluetooth device discover your phone, tap the Bluetooth switch on your phone to turn it on.

Transfer files

- **Photos or videos:** open the photo or video, then tap ⋖ > **Bluetooth**.
- **Contacts:** swipe up ^ > 👤 **Contacts**, tap a person, then tap Menu ⋮ > **Share** > **Bluetooth**.

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- **Mobile network**
- **Aeroplane mode**

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Wi-Fi networks

Turn Wi-Fi power on/off

Find it: swipe up ^ > ⚙ **Settings** > **Wi-Fi**, then tap the switch to turn it on

Note: swipe down the status bar with two fingers to quickly turn Wi-Fi on or off.

Connect to networks

To find networks in your range:

1 Swipe up ^ > ⚙ **Settings** > **Wi-Fi**.

Tip: to show your phone's Wi-Fi settings, tap Menu ⋮ > **Advanced**.

2 Make sure the Wi-Fi is turned on.

3 Tap a found network to connect to it (if necessary, enter **Network name**, **Security** and **Wireless password** and tap **CONNECT**).

When your phone connects, the Wi-Fi status indicator ▼ appears in the status bar.

Note: if you see a question mark in the Wi-Fi status indicator ▼?, swipe the status bar down, tap the network and enter the network's password.

Tip: when Wi-Fi is on, your phone automatically reconnects to available networks it has used before. If a router previously had no Internet connection, your phone will not automatically connect to it.

Wi-Fi hotspot

You can make your phone a Wi-Fi hotspot to provide portable, convenient Internet access to other Wi-Fi-enabled devices. This feature may require an additional subscription service from your carrier.

Note: keep it secure. To protect your phone and hotspot from unauthorised access, it is strongly recommended that you set up hotspot security (WPA2 is the most secure), including password.

Find it: swipe up ^ > ⚙ **Settings** > **More** > **Tethering & mobile hotspot**, then tap the **Mobile Wi-Fi Hotspot**

Note: these steps may vary depending on your network.

1 Your phone turns off Wi-Fi and uses the mobile network for Internet access. Tap **Set up Wi-Fi hotspot** to set up security:

- **Network name:** enter a unique name for your hotspot.
- **Security:** select the type of security you want: **None** or **WPA2 PSK**. For **WPA2 PSK**, enter a unique password that others will need to access your Wi-Fi hotspot.

  Note: WPA2 PSK is recommended by IEEE.
- **Password:** create a password with at least eight characters.

2 Tap **SAVE** when the settings are complete.

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- Mobile network
- Aeroplane mode

When your Wi-Fi hotspot is active, other Wi-Fi enabled devices can connect by entering your hotspot's **Network name**, selecting a **Security** type and entering the correct wireless **Password**.

Wi-Fi modes

For those who like to get a bit more technical, your phone supports the following Wi-Fi modes: 802.11 b/g/n.

USB cables

To load music, pictures, videos, documents or other files from your computer, connect your phone to your computer with a USB cable. To change the type of USB connection (if necessary), swipe the status bar down and tap **USB**.

Tip: make sure you connect the phone to a high power USB port. Typically, these are located directly on your computer.

Note: the first time you use a USB connection, your computer may indicate that drivers are being installed. Follow any prompts you see to complete the installation. This may take a few minutes.

- For Microsoft® Windows®: on your computer, choose Start, then select Windows Explorer from your list of programs. In Windows Explorer, your phone will appear as a connected drive (mass storage device) where you can drag and drop files, or it will appear as an MTP or PTP device that lets you use Windows Media Player to transfer files. For more instructions or driver files, visit www.lenovo.com/support.
- For Apple™ Macintosh™: use Android File Transfer, available at www.android.com/filetransfer.

Share your data connection

Your computer can access the Internet through your phone's mobile network – you just need a USB cable.

Tip: to share a Wi-Fi connection, see **"Wi-Fi hotspot"**.

1. Connect your phone to your computer using a USB cable.

   Note: if your computer is running something older than Microsoft® Windows® 7 or Apple™ Macintosh™ OSX, it might require special configuration.

2. On your phone, swipe up ^ > ⚙ **Settings**, then make sure the **Wi-Fi** switch is turned off.
3. In **Settings**, tap **More** > **Tethering & mobile hotspot**, then tap the **USB tethering** to start the connection.

   To stop the connection, untick **USB tethering**, then disconnect your phone from your computer.

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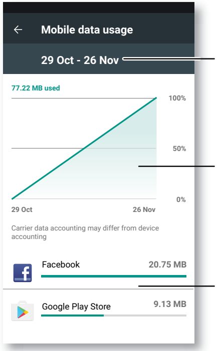
Data usage

You can track the amount of data your phone uploads and downloads.

Find it: swipe up ^ > **Settings** > **Data usage** > **Mobile data usage**

Your phone shows a data usage graph. Below the graph, apps are listed from highest to least data usage. Apps that use a lot of data might also use a lot of battery power.



Carrier data accounting may differ from device accounting

Heading shows the dates of current billing cycle.

View the total amount and percentage of plan data used this period.

Manage the apps using the most data during this cycle.

Some apps transfer data in the background when you're not viewing them – to stop an app from doing this, tap it and then turn off **Background data**.

Note: usage information is provided to help you manage your phone. This may not match the amounts charged by your service provider, as they're not measured in the same way.

Your cloud

One account with access to everything, everywhere – phone, tablet, computer.

Sync your Google account

When you log in to the same Google account, all devices can get to all the same apps, movies, books and music from Google Play™ – plus you share the same Gmail, Google Calendar™ and Google Mobile™. To add Google accounts to your phone, swipe up ^ > **Settings** > **Accounts** > **Add account** > **Google**.

Phone & tablet

Your Android phone and tablet can work together to help you get the most out of both:

- **Transfer media and files:** copy files to your phone and transfer them to other devices – see **"Transfer files"**.
- **Phone hotspot:** if you have a Wi-Fi tablet, turn your phone into a Wi-Fi hotspot to let your tablet access the Internet anywhere – see **"Wi-Fi hotspot"**.
- **Bluetooth® accessories:** if you have a Bluetooth keyboard or other accessories to use with your tablet, remember you can use them with your phone too. To connect them, see **"Bluetooth wireless"**.

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Memory card

You can choose to use your microSD card as portable or internal storage:

- **Portable storage:** store your pictures, videos, audio and other media files. You can remove the microSD card at any time and transfer it to another device.
- **Internal storage:** in addition to your media files, you can store downloaded apps and games. The microSD card acts as an extension of the internal storage of your phone.

After you have inserted a microSD card into your phone, you will be prompted to select either portable or internal storage.

To manually set your microSD card to internal storage, swipe up ^ > ⚙ **Settings** > **Storage**, then select your microSD card and tap Menu ⋮ > **Storage settings** > **Format as internal**.

Caution: if your microSD card is set to internal storage, it is formatted and encrypted to protect your information. If you want to use it as portable storage, or in another device, you'll need to format it. Before doing so, please remember that formatting erases all the data stored on your microSD card.

Tip: use a Class 10 microSD card for better user experience.

Note: your phone supports microSD cards up to 128 GB.

Mount or unmount memory card

To mount an microSD card, just put it in your phone (**If you need to insert SIM and memory cards, open the card tray.**).

To unmount your microSD card (so you can take it out of your phone), swipe up ^ > ⚙ **Settings** > **Storage** > **Portable storage**. Then tap ⏏ next to the microSD card name.

Caution: do not remove a microSD card while your phone is using it or writing files to it.

Erase memory card content and format card

To delete all the information (music, photos and files) from your microSD card and re-format the card, swipe up ^ > **Settings** > **Storage**, tap the microSD card, then tap Menu ⋮ > **Storage settings** > **Format**.

Virtual Private Networks (VPN)

A VPN lets you access files on a secured network (such as an office network with a firewall). Contact the network administrator to ask for VPN settings and any additional apps or other requirements.

To enter VPN settings, swipe up ^ > ⚙ **Settings** > **More** > **VPN**. Tap + to add a new VPN. Choose the type of VPN and enter settings from the network administrator. The network is stored in the **VPN** list so you can select it whenever you need to connect.

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Mobile network

You should not need to change any network settings. Contact your service provider for help.

To see network settings options, swipe up ^ > ⚙ **Settings** > **More** > **Mobile networks**.

Note: your phone supports most networks. Contact your service provider for help.

Aeroplane mode

Use aeroplane mode to turn off all your wireless connections – useful when flying. Swipe the status bar down with two fingers and tap **Aeroplane mode** ✈.

Note: when you select aeroplane mode, all wireless services are disabled. You can then turn Wi-Fi and/or Bluetooth power back on, if permitted by your airline. Other wireless voice and data services (such as calls and text messages) remain off in aeroplane mode. Emergency calls to your region's emergency number can still be made.

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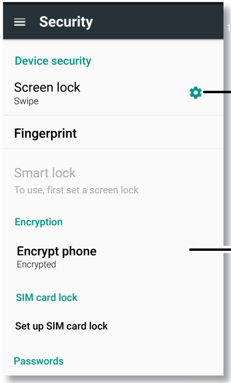
Quick start: protect your phone

Make sure your information is protected in case your phone is lost or stolen.

Find it: swipe up ^ > ⚙ **Settings** > **Security**

The easiest way to protect your phone is to use **Screen lock**. You can choose to swipe to unlock (less secure), or enter a pattern, PIN or password to unlock your phone.



≡ Security

Device security

Screen lock
Swipe

Fingerprint

Smart lock
To use, first set a screen lock

Encryption

Encrypt phone
Encrypted

SIM card lock

Set up SIM card lock

Passwords

For a screen lock, you can use a pattern, password or other option.

Manage encryption settings for your phone.

Screen lock

To keep your phone secure, you can make the touchscreen lock when it goes to sleep.

Find it: swipe up ^ > ⚙ **Settings** > **Security** > **Screen lock**, then select the lock type:

- **None:** turn off the screen lock.
- **Swipe:** touch 🔓 and drag up to unlock.
- **Pattern:** draw a pattern to unlock.
- **PIN:** enter four to sixteen digits to unlock.
- **Password:** enter four to sixteen letters, digits or symbols to unlock.

To change when your touchscreen goes to sleep, swipe up ^ > ⚙ **Settings** > **Display** > **Sleep**.

Note: you can make emergency calls on a locked phone (see **"Emergency calls"**). A locked phone still rings, and you do not need to enter a PIN or password to answer a call.

Can't unlock?

Pattern, PIN or password: if you forget your pattern, PIN or password, you can enter your Google™ account email and password on another device to unlock the phone.

If you don't have a Google account on your phone, contact your service provider to have your device factory reset.

Warning: a factory reset will delete all data on your phone.

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Screen pinning

Need to keep an important screen handy, such as a boarding pass or shopping voucher? Pin the screen for easy access.

To **set up** screen pinning, swipe up ^ > ⚙ **Settings** > **Security** > **Screen pinning**, then tap the switch to turn it on.

To **pin** a screen, open the app you want to pin, touch and hold Recents □, tap 📌.

To **unpin** the screen, touch and hold Back ◁ until you see the **Screen unpinned** message.

Tip: to **secure** your phone when you activate screen pinning, tap **Lock device when unpinning**.

Encrypt your phone

Caution: if you forget your encryption code, you cannot recover the data stored on your phone or memory card. Encrypting your files can take an hour or more. Leave your phone plugged in and be careful not to interrupt the process.

Encryption protects the accounts, settings, apps and files on your phone, so that people cannot access them if your phone is stolen.

You shouldn't need to use this feature, but to encrypt your phone and require a PIN or password whenever you turn on your phone, swipe up ^ > ⚙ **Settings** > **Security** > **Encrypt phone**.

Backup & restore

Find it: swipe up ^ > ⚙ **Settings** > **Backup & reset**, then tap the **Back up my data** switch to turn it on

Your Google account data is backed up online. If you reset or replace your phone, just log in to your Google account to restore the contacts, events and other details you synced with the account.

To restore backed up data when reinstalling an app, swipe up ^ > ⚙ **Settings** > **Backup & reset** > **Automatic restore**.

To choose what syncs with the account, swipe up ^ > ⚙ **Settings** > **Accounts** > **Google**, tap your Google account, and check things to sync.

Note: text messages, call logs and items stored on your phone will not be restored. To restore your Google Play™ apps, see **"Take care of your apps"**.

Reset

To reset your phone to factory settings and erase all the data on your phone, swipe up ^ > ⚙ **Settings** > **Backup & reset** > **Factory data reset**.

Warning: all downloaded apps and user data on your phone will be deleted. Data on the cloud will not be deleted.

Stolen phone?

Your phone has Android Device Manager. You can remote lock or reset your device to protect your device from thieves. For details, see www.google.com/android/devicemanager.

Want more?
  Get help & more

Get help & more

Get answers, updates and info:

- **Help is there:** swipe up ^ > **Lenovo Help** to find helpful how-tos and solutions, run diagnostics, review warranty information and get service options, right on your phone.
- **Get Apps:** swipe up ^ > **Play Store** to buy and download apps.
- **Get support:** to get support on network service and billing, contact your wireless network operator. To learn how to use your smartphone and view its technical specifications, go to http://support.lenovo.com.

Tips and tricks

- **Google™ help:** in almost every Google app, you can tap Menu ⋮ > **Help**. You can also view the Google help centres online at www.google.com/support.

Where is my legal, safety and regulatory information?

- In order to provide you with better access to this important information, we've made the materials accessible from the phone's settings menu and on the web. Review these materials prior to using your device. To access the materials from a connected phone, go to **Settings** > **Legal information**, and select a topic. To access the materials on the web, go to http://support.lenovo.com.

Crash recovery

In the unlikely event that your phone stops responding to touches and button presses, try a reboot – press and hold the Power button until the screen goes dark and your phone restarts.

Service & repairs

If you have questions or need assistance, we're here to help.

Go to www.lenovo.com/support, where you can select from a number of customer care options.

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